

TITLE: Vehicle Mechanic I

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DEPARTMENT: Finance and Management Services DepartmentREPORTS TO: Fleet Maintenance SupervisorSUPERVISES: NoneDEFINITION:

Performs preventative maintenance and repair activities on gasoline and diesel equipment. Diagnoses routine malfunctions and accomplishes repairs in the shop and in the field.

DISTINGUISHING CHARACTERISTICS

Vehicle Mechanic I is distinguished from Vehicle Mechanic II by the responsibility for performing less complex diagnosis, maintenance, and repair activities.

ESSENTIAL JOB FUNCTIONS-- (Any one position may not include all of the duties listed nor do the listed examples include all tasks which may be found in positions of this class.)

Performs general preventative maintenance and repairs on police, fire, and other City vehicles. Services vehicles with oil, changes filters, lubricates, adjusts brakes, and other servicing and tune-up procedures.

Inspects and repairs engines, steering, transmission, electrical system, cooling system, starter, alternator, tires, and other major components. Repair, replace, adjust and troubleshoot air, hydraulic and mechanical brake systems.

Troubleshoot, repair lighting, charging and starting systems including electrical wiring, accessories.

Diagnoses routine mechanical problems using electronic and mechanical test equipment. Repairs gasoline or diesel engines by removing defective parts and fitting replacement parts.

Assists in the installation and maintenance of emergency equipment.

Operates standard shop equipment and hand tools in the maintenance and repair of vehicles.

Maintains repair records for vehicles requiring maintenance or repairs. Monitors supply level and reports supply requirements to supervisor.

Records monthly mileage and fuel reading for fire stations and all City vehicles.

Cleans and maintains City vehicle repair shop in an orderly manner; maintains shop tools in safe and proper working condition.

OTHER JOB FUNCTIONS

Performs other related duties as assigned.

Performs on call duties and is subject to emergency call outs.

WORKING CONDITIONS:

Duties are primarily performed in the shop in cramped quarters while standing or bending over vehicles and may require travel to emergency sites to assure equipment operation. Employees risk physical hazard from mechanical and electrical equipment, exhaust fumes, hot motors and objects, grease, chemicals and solvents. Regular lifting of heavy materials and equipment such as parts, tires, fans, or fire hoses ranging in weight from 20-50 lbs. is required. Physical exertion may be required to climb ladders or large equipment, work in cramped spaces for long periods of time with arms extended. May be required to work outside in varying weather conditions.

QUALIFICATIONS:Knowledge of:

- Gasoline and diesel engines and large fire apparatus equipment, fuel systems, transmissions, hydraulics, and related mechanical systems.
- Occupational hazards and safety precautions of the mechanical trade.
- Hand and power tools used in vehicle maintenance and repair.

Ability to:

- Diagnose and repair major and minor mechanical and electrical defects in vehicles and special equipment.
- Read, understand, and apply shop manual information and tune-up specifications.
- Operate testing equipment.
- Provide responsive customer service to internal and external customers and staff.
- Recognize differences in color to assure safety requirements in electrical wire repairs.
- Perform manual labor in uncomfortable conditions and in all weather conditions.
- Operate a variety of hand and power tools used in automotive maintenance work.
- Physical ability to perform the essential functions of the job.

Education and Experience -- Any equivalent combination of education and experience which provides the applicant with the knowledge, skills, and abilities required to perform the job. A typical way to obtain the knowledge and abilities would be:

Two years of training in automotive technology and three years of mechanical repair experience with gasoline or diesel equipment and vehicle components.

Licenses, Certificates, and Other Requirements

Valid commercial driver's license (CDL).  
DEQ Inspection Certification.

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Union Code: GU

FLSA Status: NE